

## Funeral Establishment Documentation Required for Licensure

- ☐ Application and fee (\$90). **All application fees are nonrefundable.** To apply, do one of the following:
  1. Create an account, apply and pay online at: <https://ibplicense.iowa.gov>  
**OR**
  2. Print, complete and return a paper application with a check or money order payable to the Iowa Board of Mortuary Science:  
<http://idph.iowa.gov/Portals/1/userfiles/192/FH%20Establishment%20App%202018.pdf>
- ☐ Funeral establishment license applicants must provide information about any professional or occupational license disciplinary action by any jurisdiction including, but not limited to, disciplinary action by the Iowa insurance division under Iowa Code chapter 523A or 523I, or action by the Federal Trade Commission.
- ☐ Funeral establishment license applicants must provide the name(s) and addresses of establishment owner (individual(s) holding controlling interest in the corporation or business.
- ☐ Funeral establishment license applicants must provide the name(s) and license number of all funeral directors employed by the establishment.
- ☐ Any further information that the board may reasonably require upon receipt of the application for license.